

WEEKLY PROGRESS REPORT

NAME **Kate Corbett**

Supervisor's Signature _____

Week Ending

17-Aug-12

Drug Laboratory

TOTAL SAMPLES ASSIGNED:	32	RUSH cases*
RUSHES		18

N/A=No Analysis Needed

LABORATORY TIME		
	Time Allocation	Overtime
VACATION		
HOLIDAY		
SICK		
PERSONAL		
COMP TIME		
LEAVE W/O Pay		
COURT		
COURT TRAVEL		
QA/QC		
INSTRUMENT MAINT.		
TRAINING		
TRAINING TRAVEL		
MEETINGS		
CASEWORK	20	
OTHER - IN LAB	10	
OTHER - OUT OF LAB	7.5	
Total All	37.5	0
Total Out of Lab		

SUMMARY

SAMPLES ASSIGNED	32
SAMPLES COMPLETED	18
SAMPLES IN BACKLOG	21
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Total time out of lab	0.00
Total time in lab	37.50
Total overtime*	0.00

Comments:				
In Progress	In Progress			

Cases worked on OT				

|Case# Type Case# Type Case#

Type #
0